

## **Diversity Policy**

Bradford Ohio Railroad Museum is committed to fostering, cultivating and preserving a culture of diversity and inclusion.

Our human capital is the most valuable asset we have. The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities and talent that our employees and Volunteers invest in their work represents a significant part of not only our culture, but our reputation and museum's achievement as well.

We embrace and encourage our employees' and volunteers' differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make our employees and volunteers unique.

Bradford Ohio Railroad Museum diversity initiatives are applicable—but not limited—to our practices and policies on recruitment and selection; compensation and benefits; professional development and training; promotions; transfers; social and recreational programs; layoffs; terminations; and the ongoing development of a work environment built on the premise of gender and diversity equity that encourages and enforces:

- Respectful communication and cooperation between all employees and volunteers.
- Teamwork and employee and volunteer participation, permitting the representation of all groups and employee perspectives.
- Work/life balance through flexible work schedules to accommodate employees' and volunteers' varying needs.
- Museum and employee and volunteer contributions to the communities we serve to promote a greater understanding and respect for the diversity.

All employees and volunteers of Bradford Ohio Railroad Museum have a responsibility to treat others with dignity and respect at all times. All employees and volunteers are expected to exhibit conduct that reflects inclusion during work, at work functions on or off the work site, and at all other museum-sponsored and participative events.

Any employee or volunteer found to have exhibited any inappropriate conduct or behavior against others may be subject to disciplinary action.

Employees and volunteers who believe they have been subjected to any kind of discrimination that conflicts with the company's diversity policy and initiatives should seek assistance from a supervisor or the board.